



HARVARD
Department of Stem Cell
and Regenerative Biology

JOB POSTING

Preceptor in Stem Cell and Regenerative Biology Harvard University Faculty of Arts and Sciences

The Harvard Department of Stem Cell and Regenerative Biology (HSCRB) is the first and only cross-school academic department in both the Harvard Faculty of Arts and Sciences and Harvard Medical School. As a result, the educational mission spans undergraduate, graduate, and medical communities on both the Cambridge and Longwood campuses, as well as the Harvard-affiliated hospitals. Pedagogically, the curriculum emphasis hands-on laboratory experience and inquiry-based learning.

Duties and Responsibilities:

Works as a preceptor for undergraduate courses in HSCRB, with responsibility for SCRB 10 (Human Developmental and Regenerative Biology) and two advanced laboratory courses (SCRB 15 – CRISPR Cas9: Precision Genetics and Gene Therapy; SCRB 50 – a new molecular biology lab course to launch spring 2020). Reports to the Associate Director of Education in HSCRB, in close collaboration with the faculty instructors of the courses. This position is for one year, with reappointment possible on a yearly basis for up to eight years (within the eligibility guidelines of the FAS), contingent on performance, curricular need, position availability, and divisional dean authorization.

Course responsibilities include:

- Works with faculty to prepare, where applicable, lecture materials, teaching resources, assignments, and examination questions. Designs and supervises discussion sections. Prepares and holds review lectures. Supervises in-class examinations and administrative recordkeeping.
- Helps to develop and oversee the laboratory components. This includes ordering reagents, assisting with laboratory setup and animal husbandry where appropriate, and overseeing regulatory compliance. Acts as primary liaison between instructional staff and laboratory support group.

Additional duties include:

- Hires, trains, and supervises teaching fellows; runs weekly teaching fellow meetings.
- Supervises course website content.

- Holds office hours for student questions and faculty consultation.
- Other duties as necessary.

Basic qualifications:

Ph.D. in developmental biology or a related field awarded or expected, with experience teaching undergraduate or graduate students in science.

Additional qualifications:

Excellent organizational, written and interpersonal communication skills are key. Ability to lead and train teaching fellows and to manage relationships with large numbers of students. Strong initiative essential. Experience in designing problem sets, exams, and laboratory exercises strongly preferred.

To Apply:

Please submit the following materials through the Harvard application portal, ARIeS (<http://academicpositions.harvard.edu/postings/8911>). Applications will be reviewed from April 1, 2019, until the position is filled.

1. Cover letter
2. *Curriculum Vitae*
3. Names and contact information of three to five referees, who will be asked by a system-generated email to upload a letter of recommendation once the candidate's application has been submitted. Three letters of recommendation are required, and the application is considered complete only when at least three letters have been received.

Harvard University is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, gender identity, sexual orientation, pregnancy and pregnancy-related conditions, or any other characteristic protected by law.

Contact:

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